

Carwarden House Community School

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small community **thinking big**

Thursday 9th July 2020

Dear Parents / Carers,

I trust you and your families continue to stay well and are keeping safe during these difficult times.

You will be aware that on July 2nd the Government published their detailed guidance for the full reopening of special schools. We have now completed the mammoth task of developing and consulting on our arrangements for all our students to return to school in September.

Full details of the arrangements we will be implementing next term are posted on our website "**Arrangements for whole school reopening September 2020**". I urge to to read through this information. It will help you understand the comprehensive measures we are taking to keep your child safe in school AND how we are making sure we are providing the best possible and appropriate learning opportunities for every student.

I confirm we are rigorously following all Government and Public Health England guidance and are confident that we are managing the risks associated with COVID-19 effectively.

The agreed arrangements are for the autumn term only and we will review our approach in line with revised guidance and emerging circumstances. It is our hope that our school will be able to return to more 'normal' working gradually during next academic year.

Attendance is mandatory for all students from the beginning of the autumn term. We understand that some of you may have anxieties about you child returning to school (some students too). We will work with you to allay these fears to ensure you are confident to send your child to school.

Minimising contact in school:

- **All students will be taught in 'bubbles'** of no more than 11 students.
- **Each bubble will have a teacher and at least 1 Teaching Assistant** who will remain with their groups throughout each day and teach all subjects. **Staff will not move between bubbles.**
- Each bubble will be taught in their own classroom and have their own equipment.
- **Contact between bubbles will be minimised** through a range of measures (e.g. arrangements for arrival/departure & use of shared areas, staggered break & lunch times, movement around the school & using external doors only)
- Students in **Y7 & Y8** will be taught in their tutor groups. This approach is most appropriate for our youngest students
- Students in **Y9, Y10, Y11 and 6th Form** students will be taught in groups based on their ability. This is to ensure the best possible chance of your child making up learning 'lost' during school closure and to secure their academic progress. Students in these years are already very familiar with being taught in these ability groups. Data has shown us students make better progress when taught in ability groups.
- We are aware that some students will be disappointed not being in a bubble with their existing tutor group. We are setting up opportunities for whole year groups to meet friends (and staff) from other bubbles in safe ways (e.g. appropriately social distanced, outdoors).
- We are introducing a revised behaviour policy to help students understand what they are required to do to keep themselves and others safe. This will include the introduction of a **whole school 'no touch' policy.**
- If a teacher is absent then we will be required to employ cover staff. We understand this 'compromises' our bubble arrangements but will implement additional stringent control measures (e.g. use of face masks, cover staff COVID-19 tested, strict 2 metre social distancing). We will give you as much advanced notice as possible so you can decide whether you remain confident in your child attending safely.

School Meals

- Our new kitchen will be open to provide hot meals to those students who want them (including those who qualify for free school meals). Some may prefer to bring their own packed lunch. All meals will be eaten in the bubble classrooms. Please note that as the 6th Form kitchen will be closed, students in Y12 to Y14 will need to bring a packed lunch or order a school meal.
- Breakfast club will not be available from the beginning of term but we are planning to make alternative arrangements as soon as possible.

Transport

- Parents are encouraged to transport their child to school whenever possible (this is the safest option).
- If this is not possible, Local Authority transport will be available to those who qualify. Safety measures will be in force on this transport (including transporting students in bubbles where possible, cleaning routines, social distancing). **Students over the age of 11 will be required to wear a mask on school transport.**

The curriculum

- All students will have 'recovery curriculum' activities every day (details on our website). This is designed to meet student's emotional, mental health and wellbeing needs that may have arisen as a result of the pandemic.
- We will have a focus on literacy, numeracy and ICT basic skills for all students (looking to identify 'gaps' and deliver 'catch-up')
- We will continue to deliver the full range of other subjects.
- There will be some opportunities for 'community' learning (bubbles going out on trips).
- There will be no work experience, college link or residential opportunities next term but we hope they will start again next year.
- We will be preparing students for all their exams and accreditation opportunities for the summer term 2021.
- The swimming pool will not be open next term.

Uniform and items students may bring to school

- Students in Key Stages 3 & 4 will be required to wear full school uniform (though we recommend blazers are not worn).
- Students are only permitted to bring in a lunch box (if required), PE (in a small bag), named water bottle, a mobile phone (which will be handed in) and their coat. No other items or bags are permitted.

The school week timings

- **The school day will start at 9:00am each morning.**
- We are required to give teachers statutory time for planning, preparation and assessment (PPA). However, as explained above, to keep everyone as safe as possible staff will not be moving between bubbles. The only way we can provide staff with PPA is to dedicate Friday afternoons to this important activity. Therefore **all students will end their school week at 1:00pm on Fridays** and go home after their lunch. Please note this is relatively common practice in many secondary schools.
- **Mondays to Thursday the school day will end at 3:15pm.**

Start date

- We look forward to welcoming all students back to Carwarden on **Monday 7th September**. (The 1st to 4th of September is reserved for essential staff INSET for training on the full range of control measures required to enable safe school reopening).

The bullet points above provide you with all the basic information about your child's return to school in September but I would direct you (as recommended above) to the website for the full details.

If you have any further questions / queries about these arrangements or need more information about how you can support your child's return to school, please do not hesitate to email me on:

tim.stokes@carwarden.surrey.sch.uk

Kind regards,

Tim Stokes
Headteacher